



Chapter Success Guide

2022-2023

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Welcome Champions!

Welcome to a new school year, in this Chapter Success Guide you will find tools and resources to assist in you when implementing SkillsUSA into your classrooms across the state of Oregon.

Our Time is Now! and both SkillsUSA Oregon and National SkillsUSA want you to know that we are committed to supporting our students, advisors, and Championships that will take place in the 2022 - 2023 school year.

The State of Oregon was awarded Gold Level in State Standards of Excellence. At the 2022 NLSC, our state brought home Silver in one contest and Gold in two contests! This year as we continue to emphasize membership growth, our goals are even higher.

Key highlights to look forward to this year include:

- National Training provided virtually for local members and officers
- State Advisor Conference provided virtually and in-person for local chapter advisors
- State fall leadership experience open to all members
- Virtual and in-person chapter visits from our State Officer team
- In-person SLSC which will present the championships competition and member engagement activities.

At the national level, SkillsUSA is committed both to educational and leadership experiences – as well as providing a quality experience that everyone will be proud of for the Championships.

As you plan for the school year, I encourage you check our state website for the most updated version of calendar of events for this school year.

We look forward to an exciting year ahead of us!

Wendy Menchu – Lopez



State Director
SkillsUSA Oregon

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Oregon Department of Education (CTE) -

<https://www.oregon.gov/ode/learning-options/cte/Pages/default.aspx>

Career & Technical Education

National ACTE - www.acteonline.org

Oregon ACTE -

<https://www.acteonline.org/oregon-association-for-career-and-technical-education/>



SkillsUSA Oregon State Officer Team

A Message from the 22-23 State President: Caleb Altheide

Dear SkillsUSA advisors,

My name is Caleb Altheide, and I am your current State President. I am excited to be able to grow this year with everyone and help my state officer team accomplish goals that are very much needed. Covid knocked everyone out of their normal day to day schedule especially clubs like SkillsUSA. My team and I want to help guide all our SkillsUSA members and advisors into this new age of technology and competition.

Alongside helping our current members, we want to provide many techniques and resources to build your chapters membership. We also strive to get our social media presence up allowing our members to stay up to date and informed with information regarding workshops, upcoming deadlines, tips, and resources to better your skills.

These are just a few of our goals and plans for this upcoming year. I am beyond excited to be a part of this journey to help others grow their leadership and further the fun within competing at SkillsUSA State Conference.

Caleb Altheide

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Grant Pass High School

president@skillsusaoregon.org

Linda Le

Vice President of Membership

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Xavier Ryther

Vice President of Administration

North Valley High School

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Learn more about the State Officer Program at: <https://skillsusaoregon.org/run-for-state-office/>

Board of Champions 22-23

Dale Dvorak, Pacific Northwest Carpenters Institute - *Board Chair*

Starla Kilcup, US Bank – *Secretary / Treasurer*

Jason McCammon, Instructor, Sabin Schellenberg - *Chair Board of Advisors*

Mike Oechsner, MBA, CAE, CMP, SkillsUSA Oregon - *Executive Director*

Dr. Dan Findley, Oregon Department of Education (ODE) - *Liaison*

Kimberly Herder, Project Lead the Way

Laurie Kendall, Associated Builders and Contractors

Kevin Mathweg, Umpqua Community College – *Instructor*

Jake Lear, Grants Pass High School - *Instructor*

Mike Boyes, Sabin Schellenberg PTC - *Instructor*

Caleb Altheide, SkillsUSA Oregon - *State President*

Board of Advisors 22-23

Jason McCammon, Sabin-Schellenberg PTC - *Chair, Board of Advisors*

Mike Oechsner, SkillsUSA Oregon - *Executive Director*

Glen Nation, Estacada - *Instructor*

Julia Westbrook Ryan, Traft – *Instructor*

Joe Mauck, St. Helens – *Instructor*

Cathy Behm, *Retired Instructor*

Nikki Irwin, California Pizza Kitchen

Caleb Altheide, SkillsUSA Oregon - *State President*

Information and Facts

What is SkillsUSA?

SkillsUSA is a partnership of students, teachers, and industry working together to ensure America has a skilled workforce. SkillsUSA helps each student excel. We provide educational programs, events, and competitions that support career and technical education in the nation's classrooms.

Mission

SkillsUSA empowers its members to become world-class workers, leaders, and responsible American citizens. SkillsUSA improves the quality of our nation's future skilled workforce through the development of Framework skills that include personal, workplace and technical skills grounded in academics.

Motto

Preparing for leadership in the world of work.

SkillsUSA 2022 – 23 Theme:

Our Time is Now!

For more information on this year's theme please visit: <https://www.skillsusa.org/about/theme/>

SkillsUSA Colors

The colors red, white, blue and gold represent the national SkillsUSA organization. Red and white represent the individual states and chapters. Blue represents the common union of the states and of the chapters. Gold represents the individual, the most important element of the organization.

Symbolism of the SkillsUSA Emblem

The shield represents patriotism

The shield denotes our belief in democracy, liberty and the American way of life.

The gear represents the industrial society

The gear, symbolic of the industrial society, denotes the interdependence and cooperation of the individual working with labor and management for the betterment of mankind.

The torch represents knowledge

The flaming torch reflects the light of knowledge, which dispels the darkness of ignorance. In the light of the torch, progress will be made toward the vocational goals of the individual.

The orbital circles represent technology

The circles represent the challenge of modern technology and the training needed to accept and master the challenge of new technical frontiers and the need for continuous education.

The hands represent the individual

The hands portray a search for knowledge and our desire to acquire a skill. In the process of attaining knowledge and skill, we will develop a respect for the dignity of work and become productive and responsible citizens.

Note: The emblem should not be used to represent the organization. Please use official SkillsUSA logos.

SkillsUSA Framework

SkillsUSA Framework



SkillsUSA has an impact on the lives of America's future workforce through the development of personal, workplace and technical skills that are grounded in academics.

The SkillsUSA Framework Supports a Balanced Program

The SkillsUSA Framework illustrates how students fulfill the mission of the organization "to empower members to become world-class workers, leaders and responsible American citizens.

Additional information on the SkillsUSA Framework:
<https://www.skillsusa.org/about/skillsusa-framework/>

Events and Opportunities

View the 2022 – 23 Calendar of Events [HERE](#)

Washington Leadership Training Institute – September 17-21, 2022 (Washington, D.C.)

SkillsUSA offers advanced training for students and advisors that focuses on professionalism, communication, and leadership skills. This training is held in Washington, D.C., and allows members the opportunity to share their SkillsUSA and career and technical experiences with elected officials.

Learn More: <https://www.skillsusa.org/events-training/washington-leadership-training-institute>

Oregon CTSO Advisor Conference – September 23-24, 2022 (Virtual and In-person)

Get ready for the 2022-23 school year by attending this advisor conference. You will have the opportunity to hear from the state officers about their Program of Work, learn of state updates, and have time to meet with other instructors from around the state.

Learn More: <https://skillsusaoregon.org/advisor-conference/>

Elevate: SkillsUSA Chapter Officer Conference – October 19, 2022 (virtual)

Elevate is an interactive virtual experience for local chapter officer teams that focuses on building successful chapters by equipping officers with the skills to lead and serve their chapter members.

Learn More: <https://www.skillsusa.org/events-training/elevate-skillsusa-chapter-officer-conference/>

State Leadership and Skills Conference – April 7-8, 2023 (Camp Withycombe – Clackamas, OR)

The 2023 State Leadership and Skills Conference will present the championship contest and leadership activities. Registration materials will be available by early November.

Learn More: <https://skillsusaoregon.org/state-conferences/>

National Leadership and Skills Conference – June 19-23, 2023 (Atlanta, GA)

SkillsUSA takes on year two in Atlanta, Ga., June 19-23, 2023, for the annual National Leadership & Skills Conference (NLSC), a showcase of career and technical education students. Students will have the ability to participate in the SkillsUSA Championships, attend the SkillsUSA TECHSPO, and participate in delegate sessions.

Learn More: <https://www.skillsusa.org/events-training/national-leadership-and-skills-conference/>

Membership

Since 1965, students and their advisors have focused on bettering their leadership skills, careers, and communities by taking part in SkillsUSA. As we move forward with a full year in-person our state organization has set membership goals we hope to excel.

Chapter Visits

This year the SkillsUSA Oregon State Officers have set engaging membership as their top priority! Through their initiative of Chapter visits, our State Officer team will aim to help members spread the word about this amazing organization and assist others to take part in the benefits SkillsUSA has to offer. Chapter visits will be available for both in-person and virtual. If you would like for a member of the 22-23 State Officer team visit your chapter, please submit a chapter visit request form at:

<https://skillsusaoregon.org/chapter-visit-request/>

Membership Enrollment

SkillsUSA will continue the membership registration process called the Membership Enrollment. This process will allow students to enroll themselves in the system and advisors the opportunity to register their members quickly and seamlessly. Middle School Statement: Due to the Children's Online Privacy Protection Act regulations, or COPPA, SkillsUSA is not permitted at this time to allow Middle School students and those under the age of 13 to utilize this feature.

Membership Dues

National SkillsUSA affiliation is \$8.00 per student member, and Oregon affiliation is \$6.00 per member, **for a total of \$14.00 per member**. Professional membership is \$20.00 from Nationals and \$6.00 Oregon dues, for a total of \$26.00. Every chapter advisor should be registered as a professional member.

Membership Benefits

Students:

- Access to career resources and contact with industry members
- Opportunities for scholarships, awards, and honors
- Access to participate at the State and National level Championships Contests.
- Access to State and National level programs

Advisor/ Professional – you will receive online access to the following resources:

- **Framework Integration Toolkit:** The Framework Integration Toolkit has everything you need to ensure career readiness for students including videos, lesson plans, experiential activities and more.
- **Program of Work Toolkit:** The Program of Work Toolkit includes the Program of Work Launch Activity Guides, videos and resources to help you implement effective activities.
- **Jump into Stem:** A chapter curriculum for members to mentor and engage elementary & middle school students in STEM learning while creating an opportunity for future recruitment.

- **SkillsUSA Championships Technical Standards:** The official rules and regulations for each of the competitions that are part of the championships. Available in early October!
- **E-Courses:** Contains SkillsUSA Framework Certification, CTE Knowledge Certification, Promoting Diversity, Equity and Inclusion as a SkillsUSA Leader and Building Self-Motivation in Student Leaders.
- **Advisor Professional Development:** A variety of training opportunities, from webinars to classroom to multi-day sessions, there are a lot of options for differing training needs.
- **Career Essentials Foundations Curriculum:** As part of your membership, you will have access to 29 lesson plans.
- The latest *SkillsUSA Championships Technical Standards* which will be available online by mid-October. Once membership has been submitted,

An email will be sent to the address on file with a link to access the Technical Standards and the professional benefits listed above. If you do not receive this information, please contact National SkillsUSA customer care by phone or email.

Membership Incentive

As a special membership incentive, register at least 15 student members in your training program plus one or more professionals by Nov. 15, and you will receive a free educational resource item: Member Handbook (value: \$6). To enjoy full membership services, names submitted by Nov. 15 receive all membership services for the current school year, including free teacher items when applicable.

Membership Deadline

All chapters are **required to register by February 24, 2023**, to be able to compete at SLSC and go onto NLSC. Payments must be made before you can register for Nationals. Student members must meet both the state and national deadline to be eligible for national competition, serve as voting delegates or national officer candidates. Membership runs from Aug. 1 to July 31 each year.

Affiliation Process

The affiliation site is now available. Visit <http://www.skillsusa-register.org> to affiliate. Additional information and resources can be found at <https://www.skillsusa.org/membership-resources/join/>

Call the SkillsUSA Customer Care Team @ 1-844-875-4557

Operators are ready to help new advisors start their SkillsUSA chapter as well as assist experienced advisors with ways to strengthen their existing chapter and engage more members. Call 1-844-875-4557 or email customercare@skillsusa.org

Total Participation Plan

The SkillsUSA Total Participation Plan (TPP) allows eligible students who are enrolled in technical, skilled and service occupations, including health occupations, to participate in SkillsUSA as an integral part of their education. That means your entire classroom, school or school district can join SkillsUSA on a single plan that covers national dues, state dues and employability skills training materials for students.

Through use of Total Participation Plan, students are provided the opportunity to develop SkillsUSA Framework skills that encompass the necessary personal, workplace and technical skills needed for career readiness. Your affiliation through the Total Participation Plan means you've made a commitment to SkillsUSA to integrate Career Essentials: Experiences, Career Essentials: Assessments, and/or educational resources into your classroom.

Use this plan if your school is a high school, middle school or your district has a combination of both or a combination of high school and college/postsecondary students.

More Information and pricing: <https://www.skillsusa.org/membership-resources/total-participation-plan/>

Webinar video for TPP: <https://youtu.be/JI025q7hGvc>

The **SkillsUSA Career Essentials** suite includes products that ensure students have the foundational skills, attitudes and values to distinguish them from other applicants in the skilled labor marketplace. Once on the job, students will be productive and promotable. The SkillsUSA Career Essentials suite is the solution to producing career-ready graduates who are prepared to face the 21st-century demands of employers. To learn more about the SkillsUSA Career Essentials suite of products, visit: www.careeressentials.org.

TPP is available to local schools only by approval from their state association director.

Frequently Asked Questions

SkillsUSA has put together a great list of FAQ regarding membership that can be found at: <https://www.skillsusa.org/membership-resources/join/>

SkillsUSA Championships (Career Contest Events)

The SkillsUSA Championships are career contest events showcasing the best career and technical education students in the nation. Contests begin locally and continue through the state and national levels.

SkillsUSA Champions Technical Standards

The *SkillsUSA Championships Technical Standards* is the official competition guide for the SkillsUSA Championships and is newly revised. It contains rules for all national events, including an overview, lists of technical skills and knowledge required, clothing requirements, eligibility, and equipment lists. It also lists the embedded academic skills in math, English and science. Rules for state and local events may vary from the national guidelines, but most competitive events are modeled after the national technical standards.

As a free member benefit, SkillsUSA professional members receive the *SkillsUSA Championships Technical Standards* when they have submitted a current and accurate email address with their membership details. The guide is available online to professional members as part of the paid membership.

All contests administered at the Oregon SLSC will follow the national technical standards, with the contest shortened to fit our time frame. Other contest information is available here: <http://skillsusa.org/competitions/skillsusa-championships/>.

Oregon Only Events and SLSC

Oregon-only event technical standards will be available on the state website by mid-October. Ensure to visit: <https://skillsusaoregon.org/state-conferences/> for the latest updates. Resumes will again be a requirement for students competing at SLSC. This is something students can get a jump on now. Resumes should be one page, and student will be ask to bring a copy with them when on-site during SLSC.

Participation Limits

Students will be allowed to participate in ONE event Friday and ONE event Saturday, plus pin and t-shirt design. Welders can participate in one state and one national contest If you have a student who wishes to compete in an event that isn't listed here, please contact statedirector@skillsusaoregon.org to discuss options.

Tech Chairs

As always, we are on the lookout for tech chairs and judges, so if you have parents, advisors, industry members or alumni that would like to be involved, please have them contact StateDirector@SkillsUSAOregon.org. We will have a tech chair recruitment guide available at <https://skillsusaoregon.org/state-conferences/> that can be shared with your networks.

Award Programs

Chapter Excellence Program

The Chapter Excellence Program (CEP) honors chapter achievement relative to SkillsUSA's framework of developing personal, workplace, and technical skills.

The CEP establishes a quality baseline that all chapters are encouraged to attain with extra incentive for exemplary chapter performance. The program consists of three award levels, with the first two levels recognized by the state, and the final level eligible for national recognition.

The first CEP tier honors chapters for achieving essential standards of excellence as a "Quality Chapter." The second tier recognizes chapters that go beyond the baseline requirements with bronze, silver, and gold "Chapters of Distinction" awards. Finally, the third tier honors the very best chapters in the nation through a "Models of Excellence" award.

These chapters define excellence across the board, serving as models for other chapters to emulate in strengthening their local programs. Achievement is based on student efforts in assuming key career readiness skills including personal responsibility, integrity, work ethic, and organization in chapter activities.

The Chapter Excellence Program is focused on the learning and skills developed by students as a result of chapter involvement versus honoring chapters simply by the number of activities they employ throughout the year or by solely participating in competitions.

Chapters must submit their submission via the application process by spring 2023. A set deadline will be shared by National SkillsUSA at a later date.

For more information and updates regarding the Chapter Excellence Program please visit: <https://www.skillsusa.org/programs/chapter-excellence-program/>

SkillsUSA Oregon Distinguished Advisor Award

This Award is established to honor and applaud Oregon SkillsUSA Advisors who demonstrate dedication, embrace the framework, and deliver the entire SkillUSA experience to their students throughout the academic year.

It provides recognition of the local SkillsUSA chapter advisor for conducting outstanding programs of activities that provide valuable educational experiences for the entire membership. This program was designed to be versatile. To qualify for this award, an advisor must complete only 21 of the 31 requirements, allowing you to use the sections that apply best to your situation.

The winning advisor will be announced and awarded during the awards ceremony at SLSC. The winner will then advance to the regional competition. The top five regional winners are interviewed during the national conference, and a national Advisor of the Year is selected.

Requirements:

1. All advisors of Chartered Oregon SkillsUSA Chapters are eligible and are encouraged to participate in this Award Program.
2. Applications will only be accepted through the online format.
3. The standards established for each of the respective criteria are to be considered a minimum standard for goals.
4. Chapter Advisors are eligible for recognition in the Oregon Distinguished Advisor Award Program each year.
5. No supporting materials, other than the specific information requested in the application forms will be accepted.
6. Include in your report State Leadership Conference and Skills Championships participation planned for this year.
7. Submit a letter of recommendation from either a chapter officer, fellow advisor or administrator.
8. Submissions must be received by February 28, 2023.

This program emphasizes group activity and cooperative undertakings growing out of an organized SkillsUSA chapter program of activities. It provides recognition of the local SkillsUSA chapters for conducting outstanding programs of activities that provide valuable educational experiences for the entire membership.

The timeline for this program begins after the Closing Ceremony of the preceding year's Oregon State Spring Conference and ends after the Closing Ceremony of the current year's Oregon State Spring Conference. Please include in your report the Oregon State Spring Conference participation planned for the current year.

More information regarding the Distinguished awards program and the access to the application please visit: <https://skillsusaoregon.org/distinguished-advisor-award/>

Dress Code

The following guidelines have been developed to clarify the dress code used at all SkillsUSA Oregon conferences and events (regardless of locations).

ACCEPTABLE CASUAL ATTIRE

Males: Slacks, cords, knee length walking shorts, sports shirts, and SkillsUSA t-shirts and sweatshirts. NO gang related clothing or accessories allowed. All clothing must be in good repair and proper size. Undergarments may not show outside of over garments.

Females: Slacks, cords, skirts, blouses, sports shirts, knee-length walking shorts, and SkillsUSA T-shirts and sweatshirts. No gang related clothing or accessories allowed. All clothing must be in good repair and proper size. Undergarments may not show outside of over garments.

ACCEPTABLE BUSINESS ATTIRE

Males: Dress slacks, dress shirt, tie, dress shoes and socks, (no tennis shoes or flip-flop sandals), sweater, and/or sport coats. A dress suit or SkillsUSA blazer/windbreaker/Carhartt jacket is always appropriate. Shirts are to be tucked in. Belted pants.

Females: Dress (professional business), dress slacks, skirt (not to exceed 3 inches above knees), blazer, dress blouse or collared shirt, coordinated shirt/ blouse, city shorts, dress shoes, (professional business) (no tennis shoes or flip-flop sandals). A dress suit or a SkillsUSA blazer/windbreaker/Carhartt jacket is always appropriate. Nylons are recommended with all professional dress.

Activities, such as swimming, sunbathing, jogging, or tennis warrant appropriate recreational attire for that activity.

At any time during the conference while on-site (including hotels), you must be in casual or business attire.

Resources and References

Available from National Office

- Starting a chapter: <https://www.skillsusa.org/membership-resources/start-a-chapter/>
- Membership Kit: <https://www.skillsusa.org/membership-resources/membership-kit/>
- Member Registration: <https://www.skillsusa.org/membership-resources/join/>
- Program of Work Resources: <https://www.skillsusa.org/programs/program-of-work/>
- Career Essentials: <https://www.careeressentials.org/>
- Emblem Ceremony: <https://www.skillsusa.org/about/history-brand-resources/>
- Elevate: SkillsUSA Chapter Officer Conference Information: <https://www.skillsusa.org/events-training/elevate-skillsusa-chapter-officer-conference/>
- National Leadership and Skills Conference Information: <https://www.skillsusa.org/events-training/national-leadership-and-skills-conference/>
- Washington Leadership Training Institute Information: <https://www.skillsusa.org/events-training/washington-leadership-training-institute/>
- SkillsUSA Week: <https://www.skillsusa.org/events-training/skillsusa-week/>
- SkillsUSA Professional Development: <https://www.skillsusa.org/events-training/>

Additional SkillsUSA resources, award applications, forms, and information may be accessed at: <http://www.skillsusa.org> and www.skillsusaoregon.org.

SkillsUSA Pledge

Upon my honor, I pledge:

- To prepare myself by diligent study and ardent practice to become a worker whose services will be recognized as honorable by my employer and fellow workers.
- To base my expectations of reward upon the solid foundation of service.
- To honor and respect my vocation in such a way as to bring repute to myself.
- And further, to spare no effort in upholding the ideals of SkillsUSA.

Meaning of the Pledge

Upon my honor, I pledge: This is a very strong statement. It means you are committed to follow through on your promise.

To prepare myself: Preparation requires self-control. It means effort without immediate reward but with the knowledge that the effort will pay off when the preparation is completed.

By diligent study: Diligence implies something far beyond a quick review of assignments. Diligence means perseverance, concentration and not always taking the easy route.

And ardent practice: A person of character makes every effort in spite of setbacks or personal loss.

To become a worker: SkillsUSA members take pride in making things happen, in being good workers and in their employers.

Whose services: Doing things for others is the basis of many occupations. SkillsUSA members strive to be active in their schools and communities.

Will be recognized as honorable: The result of preparation, study, practice, work and service is the respect and honor given SkillsUSA members.

To base my expectations of reward upon the solid foundation of service: This statement reinforces the attitude that we must first serve in order to gain. This attitude is important to success.

To respect my vocation: SkillsUSA members recognize the need to find their vocation and strive to understand its traditions, skills, leaders and potential.

To bring repute to myself: SkillsUSA members strive to have a good reputation among their peers, fellow workers, teachers, parents and employers.

To spare no effort in upholding these ideals: This means service to the community, school and SkillsUSA chapter – getting things done and becoming a leader, all with the ideals of SkillsUSA in mind.

SkillsUSA Creed

I believe in the dignity of work

I hold that society has advanced to its present culture through the use of the worker's hands and mind. I will maintain a feeling of humbleness for the knowledge and skills that I receive from professionals, and I will conduct myself with dignity in the work I do.

I believe in the American way of life

I know our culture is the result of freedom of action and opportunities won by the founders of our American republic, and I will uphold their ideals.

I believe in education

I will endeavor to make the best use of knowledge, skills and experience that I will learn in order that I may be a better worker in my chosen occupation and a better citizen in my community. To this end, I will continue my learning now and in the future.

I believe in fair play

I will, through honesty and fair play, respect the rights of others. I will always conduct myself in the manner of the best professionals in my occupation and treat those with whom I work as I would like to be treated.

I believe satisfaction is achieved by good work

I feel that compensation and personal satisfaction received for my work and services will be in proportion to my creative and productive ability.

I believe in high moral and spiritual standards

I will endeavor to conduct myself in such a manner as to set an example for others by living a wholesome life and by fulfilling my responsibilities as a citizen of my community.

Oregon SkillsUSA

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for more information!